



Social Justice Tribunals Ontario

Providing fair and accessible dispute resolution

Landlord and Tenant Board

Form N2

Notice of Rent Increase Unit Partially Exempt

Instructions

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SECTION**A****When to use this notice**

You can give this notice to the tenant to increase the tenant's rent if the rental unit is exempt from the rules limiting rent increases under the *Residential Tenancies Act, 2006* (the RTA). Partially exempt rental units can include non-profit and other social housing rental units, including care home units that are exempt from the rules limiting rent increases.

SECTION**B****When to use a different notice**

There are three other notices that a landlord can use when increasing a tenant's rent:

- Use **Form N1** to increase the rent for any rental unit (other than a care home rental unit) that is covered by the rules limiting rent increases under the RTA.
- Use **Form N3** (Notice to Increase the Rent and/or Charges for Care Services and Meals) to increase the rent for **any care home unit** that is covered by the rules limiting rent increases under the *Residential Tenancies Act, 2006*.
- Use **Form N10** if you and the tenant have agreed to increase the rent above the guideline because you:
 - have done or will do capital work, or
 - have provided or will provide a new or additional service.

SECTION**C****How to increase the rent and give this notice**

The guideline for rent increases set by the Ministry of Municipal Affairs and Housing does not apply to tenants who live in rental units that are partially exempt from the RTA. In these cases, the landlord can raise the rent by any amount.

You can increase the rent if at least 12 months have passed since the date of the last rent increase or since the date the tenant moved into the rental unit. If the previous tenant assigned the rental unit to the current tenant within the 12 months before the increase date, you can increase the rent if at least 12 months have passed since the previous tenant's last rent increase.

You must give the tenant the Notice of Rent Increase at least **90 days** before the date you will increase the tenant's rent.

There are many ways that you can give this notice to your tenant. You can:

- hand it directly to the tenant or to an adult in the rental unit,
- leave it in the tenant's mailbox or where mail is ordinarily delivered,

- place it under the door of the rental unit or through a mail slot in the door,
- send it by fax to a fax machine where the tenant carries on business or to a fax machine in their home,
- send it by courier, or
- send it by mail.

You cannot give the tenant this notice by posting it on the door of the tenant's rental unit.

SECTION

D

How to complete this notice

Read these instructions before completing the notice and follow the instructions carefully. If you do not complete the form properly, your notice may not be valid and you may have to start over.

Under **To**, fill in the name of the tenant to whom you want to give the notice. If there is more than one tenant living in the rental unit, fill in the names of all of the tenants.

Under **From**, fill in your name and mailing address. If there is more than one landlord, fill in the names of all of the landlords.

Under **Address of the Rental Unit**, fill in the complete address of the rental unit, including the unit number (or apartment or suite number) and the postal code.

Your New Rent:

Fill in the date the rent will increase.

Fill in the total amount, in dollars and cents, the tenant will be required to pay on the date the rent will increase. Then, fill in how often the tenant will pay rent, for example, monthly.

Signature:

If you are the landlord, shade the circle marked "Landlord". If you are the landlord's representative, shade the circle marked "Representative". Fill in your name and phone number. Then, sign the notice and fill in the date you sign the notice.

Representative's Information (if applicable):

If you are the landlord's representative, fill in your name and phone number. Then, fill in your name, company name (if applicable), and mailing address. Include your phone number and fax number, if you have one.

What to do if you have any questions

You can visit the LTB website at: sjto.ca/ltb

You can call the LTB at 416-645-8080 from within the Toronto calling area, or toll-free at 1-888-332-3234 from outside Toronto, and speak to one of our Customer Service Officers.

Customer Service Officers are available Monday to Friday, except holidays, from 8:30 a.m. to 5:00 p.m. They can provide you with **information** about the *Residential Tenancies Act* and the LTB's processes; they cannot provide you with legal advice. You can also access our automated information menu at the same numbers listed above 24 hours a day, 7 days a week.